

ADDENDUM #1 TO 2/8/22 MEETING PACKET:

- REVISED AGENDA to include new Item #8F
- ITEM 8F: Resolution No. 636 and CUP application
- STAFF REPORTS: Manager's water flows report
- STAFF REPORTS: Police staff report
- COUNCIL MEETING MINUTES: January 11, 2022 regular meeting



TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943
www.jerome.az.gov

AGENDA

REVISED 2/2/22

REGULAR MEETING OF THE JEROME TOWN COUNCIL

CONDUCTED VIA ZOOM

TUESDAY, FEBRUARY 8, 2022, AT 7:00 P.M.

Due to the length of this meeting, Council may recess and reconvene at the time and date announced.

PUBLIC PARTICIPATION IN THE MEETING

Members of the public are welcome to participate in the meeting via the following options:

- Zoom Conference
 - Computer: <https://us02web.zoom.us/j/9286347943>
 - Telephone: 1 669 900 6833 Meeting ID: 928 634 7943
- Submitting questions and comments:
 - If attending by Zoom video conference, click the chat button and enter your name and what you would like to address.
 - Email c.gallagher@jerome.az.gov (Please submit comments at least one hour prior to the meeting.)

NOTE: FOR THOSE WITHOUT HOME INTERNET: A drive-up internet hotspot is now available in the parking lot in front of the Jerome Public Library. Bring your device and access the internet while sitting in your car. The network is **Sparklight Yavapai Free WIFI** and no password is required.

Pursuant to A.R.S. 38-431.02 notice is hereby given to the members of the Council and to the General Public that the Jerome Town Council plans to hold the above meeting. Persons with a disability may request an accommodation such as a sign language interpreter by contacting Rosa Cays, Deputy Clerk, at 928-634-7943. Requests should be made early enough to allow time to arrange the accommodation.

A copy of the full public meeting packet may be reviewed at the offices of Jerome Town Hall during normal business hours, and on the Town's website at www.jerome.az.gov.

ITEM #1:	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. Town Clerk to call and record the roll.	
	MOMENT OF SILENCE and acknowledgement of the passing of Greg Gardemann	
ITEM #2:	FINANCIAL REPORTS Financial reports for January 2022	Discussion/Possible Action
ITEM #3:	STAFF AND COUNCIL REPORTS Reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, Fire Chief, and Council members.	Discussion/Possible Action
ITEM #4:	PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES Minutes are provided for the information of Council and do not require action.	Discussion/Possible Direction
ITEM #5:	APPROVAL OF MINUTES December 7, 2021 (closed session); December 14, 2021 (closed session); December 28, 2021 (open session); January 11, 2022 special meeting (open and closed sessions); January 11, 2022 regular meeting (open session)	Discussion/Possible Action
ITEM #6:	PETITIONS FROM THE PUBLIC <i>Pursuant to A.R.S. § 38-431.01(H), public comment is permitted on matters not listed on the agenda, but the subject matter must be within the jurisdiction of the Council. All comments are subject to reasonable time, place and manner restrictions. All petitioners must fill out a request form with their name and subject matter. When recognized by the chair, please step to the podium, state your name and please observe the three (3) minute time limit. No petitioners will be recognized without a request. The Council's response to public comments is limited to asking staff to review a matter commented upon, asking that a matter be put on a future agenda, or responding to criticism.</i>	Discussion/Possible Direction
ITEM #7:	PRESENTATIONS	
	ITEM #7A: FY 2021 AUDIT Matt Bingham of Colby & Powell will present the firm's audit of Jerome's finances for FY2021. Following the presentation, Council may vote to accept the audit.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #7B: WASTEWATER TREATMENT PLANT UPGRADE AND FUNDING UPDATE Mike Krebs of PACE Engineering will update Council regarding the progress toward a planned upgrade of the wastewater treatment plant and funding options for same.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Direction
ITEM #8:	ORDINANCES AND RESOLUTIONS	
	ITEM #8A: SECOND READING AND POSSIBLE ADOPTION – ORDINANCE NO. 478, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 509, "SIGNS," OF THE JEROME ZONING ORDINANCE Council may conduct the second reading of, and may adopt, Ordinance No. 478.	Sponsored by Vice Mayor Mandy Worth Discussion/Possible Action

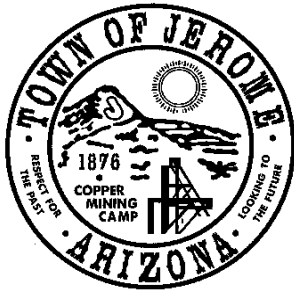
	ITEM #8B: SECOND READING AND POSSIBLE ADOPTION – ORDINANCE NO. 480, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING THE JEROME TOWN CODE BY THE ADDITION OF NEW ARTICLE 8-7, “SHORT-TERM RENTAL REGULATION” Council may conduct the second reading of, and may adopt, Ordinance No. 480.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #8C: RESOLUTION NO. 634, A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, AMENDING THE ADOPTED FEE SCHEDULE BY THE ADDITION OF A WATER LINE MAINTENANCE CHARGE Council may adopt Resolution No. 634.	Sponsored by Councilmember Jane Moore Discussion/Possible Action
	ITEM #8D: FIRST READING - ORDINANCE NO. 481, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING ARTICLE 7-9, “INTERNATIONAL FIRE CODE” OF THE JEROME TOWN CODE TO ADOPT THE INTERNATIONAL FIRE CODE, 2018 EDITION, INCLUDING APPENDIXES B, C, D, E, F AND G, TOGETHER WITH AMENDMENTS THERETO Council may conduct the first reading of Ordinance No. 481.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #8E: RESOLUTION NO. 635 – A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED “INTERNATIONAL FIRE CODE, 2018 EDITION,” INCLUDING APPENDIXES B, C, D, E, F AND G, TOGETHER WITH AMENDMENTS THERETO Council may adopt Resolution No. 635.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #8F: RESOLUTION NO. 636 - A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, APPROVING A CONDITIONAL USE PERMIT FOR A TEMPORARY SHIPPING CONTAINER AT 446 CLARK STREET Council may adopt Resolution No. 636.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
ITEM #9:	UNFINISHED BUSINESS	
	ITEM #9A: COVID-19 Council will discuss COVID protocols in light of the most recent data.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Direction
ITEM #10:	NEW BUSINESS	
	ITEM #10A: INTERGOVERNMENTAL AGREEMENT WITH YAVAPAI COUNTY FOR ELECTION SERVICES Council may approve a renewed IGA with Yavapai County for the provision of election services.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #10B: SERIES 12 (RESTAURANT) LIQUOR LICENSE – CORNISH PASTY Council will review and may recommend approval, disapproval or take no action regarding an application by Jerome Pasty Co., Inc. for a Series 12 (Restaurant) liquor license for their Cornish Pasty establishment at 403 Clark Street.	Sponsored by Mayor Jack Dillenberg Discussion/Possible Action
	ITEM #10C: POSITIONS OF TOWN MANAGER AND TOWN CLERK Council will discuss the process to recruit and hire a Town Manager and Town Clerk to replace Candace Gallagher, who will be retiring as of August 1. A portion of this discussion may take place in executive session, pursuant to A.R.S. § 38-431.03 (A)(1).	Sponsored by Mayor Jack Dillenberg Discussion/Possible Direction
ITEM #11:	TO AND FROM THE COUNCIL Council may direct staff regarding items to be placed on a future agenda.	Discussion; Possible Direction
ITEM #12:	ADJOURNMENT	

The Town Council may recess the public meeting and convene in Executive Session for the purpose of discussion or consultation for legal advice with the Town Attorney, who may participate telephonically, regarding any item listed on this agenda pursuant to A.R.S. § 38-431.03 (A)(3). The Chair reserves the right, with the consent of Council, to take items on the agenda out of order.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that this notice and agenda was posted at the following locations on or before 7 p.m. on _____ in accordance with the statement filed by the Jerome Town Council with the Jerome Town Clerk: (1) 970 Gulch Road, side of Gulch Fire Station, exterior posting case; (2) 600 Clark Street, Jerome Town Hall, exterior posting case; (3) 120 Main Street, Jerome Post office, interior posting case.

Rosa Cays, Deputy Town Clerk



Founded 1876
Incorporated 1899

TOWN OF JEROME

POST OFFICE BOX 335, JEROME, ARIZONA 86331
(928) 634-7943 FAX (928) 634-0715

RESOLUTION NO. 636

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, APPROVING A CONDITIONAL USE PERMIT FOR A TEMPORARY SHIPPING CONTAINER AT 446 CLARK STREET

WHEREAS the Town of Jerome has received an application from Steve Knowlton for a conditional use permit to allow a temporary shipping container in the C-1 zone at 446 Clark Street (APN 401-06-032);

WHEREAS a shipping container is not specifically listed as a permitted or conditional use in the Jerome Zoning Ordinance;

WHEREAS the applicant has requested that shipping containers be determined to be similar in nature to a temporary building "for uses incidental to construction work, which buildings shall be removed upon completion of or abandonment of the construction work," which *are* permitted in residential zones per the Jerome Zoning Ordinance and which would therefore be a conditional use in the C-1 District; and

WHEREAS the Planning and Zoning Commission reviewed this application at their January 19, 2022 meeting and recommended approval by the Town Council, subject to certain conditions that it deems necessary to secure the intent and purposes of the Jerome Zoning Ordinance; and

WHEREAS the Town may require guarantees and evidence that such conditions are being or will be complied with;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Jerome, Arizona, that a conditional use permit to allow a temporary shipping container in the C-1 Zone at 446 Clark Street (APN 401-06-032) is hereby approved, subject to the following conditions:

1. **Certificate of Occupancy** – The applicant shall receive the Certificate of Occupancy from the town building inspector once the construction project is completed only after the shipping container is removed from the property.
2. **Visual compatibility** – The applicant shall present his application to the Jerome Design Review Board for approval and comply with any requirements deemed necessary to make the shipping container visually compatible with the surrounding area.
3. **Review** - The Planning and Zoning Commission shall review the CUP approximately six (6) months from the opening date of the business. The review shall address any complaints or concerns and compliance with existing conditions of approval. New conditions may be added if necessary to mitigate any new issues that have arisen.

4. **Expiration of Approval** - Any use permit issued by the Town Council shall be commenced within six (6) months from the date of Council ratification, and diligently pursued, otherwise it shall become null and void. If necessary, the applicant may request an extension by the approval body, if the extension is submitted prior to approval expiration.

ADOPTED AND APPROVED by a majority vote of the Jerome Town Council on the ____ day of _____, 2022.

APPROVED:

Dr. Jack Dillenberg, Mayor

ATTEST:

APPROVED AS TO FORM:

Candace Gallagher, Town Manager/Clerk

William J. Sims, Town Attorney



Conditional Use Permit Application Checklist

Each application will be filed with the zoning administrator and forwarded to the Jerome Planning and Zoning Commission once the application has been reviewed by staff and determined to be complete. Projects recommended for approval by the Jerome Planning and Zoning Commission will be forwarded to the Town Council for final approval. All application materials must be submitted electronically in PDF format (8.5-by-11 inches or 11-by-17 inches). Contact the zoning administrator at 928-634-7943 if assistance is needed regarding submitting materials.

- ☐ General Land Use Application Form
- ☒ Written narrative of the proposed project (include uses, hours of operation, number of employees, etc.)
- ☒ Plot plan or site layout, including all improvements drawn to scale
- N/A* ☐ Location, dimension, and calculation of required parking spaces
- N/A* ☒ Dimensions of all setbacks (front, rear, sides)
- N/A* ☐ Diagram and calculation of median grade and maximum building height (for new construction)
- N/A* ☐ Topographic survey (note: may be waived for some projects)
- N/A* ☐ Existing and proposed grades (for new construction)
- ☒ Location and dimensions of property lines, street right-of-way boundaries, and easements
- N/A* ☐ Location and dimensions of all existing buildings, structures, and nearby features
- N/A* ☐ Square footage and coverage of existing and proposed buildings
- ☒ Elevations and dimensions of all sides of proposed building walls (for new construction)
- N/A* ☐ Location and dimensions of existing and proposed pedestrian walkways and stairways
- N/A* ☐ Photographs showing all sides of existing structures
- N/A* ☐ Location of trees and other natural features
- N/A* ☐ Utility locations and connections
- N/A* ☐ Method of disposal for storm drainage (including energy dissipaters and retention/detention)
- N/A* ☐ Fire sprinkler and fire safety components
- N/A* ☐ Landscape plan (for new construction)
- N/A* ☐ Lighting plan and lighting fixtures
- N/A* ☐ Signage (if applicable)
- ☒ Photographs showing adjoining properties, buildings, and structures
- N/A* ☐ Explanation and location of any building or structure to be demolished or removed
- N/A* ☐ Depth and volume of any cut and fill or other proposed excavation (for new construction)
- N/A* ☐ Additional information requested by zoning administrator
- ☐ _____
- ☐ _____



TOWN OF JEROME, ARIZONA

600 Clark Street, P.O. Box 335, Jerome, AZ 86331

(928) 634-7943

General Land Use Application – Check all that apply

- | | | |
|---|--|--|
| <input type="checkbox"/> Site Plan Review \$100 | <input type="checkbox"/> Design Review \$50/\$200 | <input checked="" type="checkbox"/> Conditional Use Permit (CUP) \$100 |
| <input type="checkbox"/> Demolition \$50/\$200 | <input type="checkbox"/> Signage/Awning \$25 | <input type="checkbox"/> Paint/Roofing \$0 |
| <input type="checkbox"/> Time Extension \$0 | <input checked="" type="checkbox"/> Other: <u>CONE X</u> | <input type="checkbox"/> Other: _____ |

Note: Refer to the corresponding Project Application Checklist/s for additional submittal requirements.

Applicant: <u>STEVE KNOWLTON</u>	Owner: <u>IDEAS-H-PLANTY LLC</u>
Applicant mailing address: <u>460 CLARK ST</u>	Property owner mailing address: <u>POB 1045</u>
<u>JEROME AZ</u>	<u>JEROME AZ</u>
Applicant role/title: <u>OWNER</u>	
Applicant phone: <u>603-355-7410</u>	Owner phone: <u>603-355-7410</u>
Applicant email: <u>CCHJEROME@GMAIL.COM</u>	Owner email: <u>CCHJEROME@GMAIL.COM</u>
Project address: <u>446 CLARK ST</u>	Parcel number: _____
Describe project: <u>SET A 20' CONEX BOX AS A</u>	
<u>TEMPORARY STORAGE BUILDING FOR MATERIALS</u>	
<u>FOR THE RESTORATION PROJECT OF 446 CLARK ST</u>	

- I understand that review by the Jerome Design Review Board, Planning and Zoning Commission, and Town Council is discretionary.
- I understand that the application fee is due at submission and review will not be scheduled until fee is paid to the Town.
- I understand review criteria are used in evaluation by the Jerome Design Review Board and/or Planning and Zoning Commission. These criteria are included in the Jerome Zoning Ordinance.
- I understand that this application will not be scheduled for consideration until all required materials have been submitted and the application is determined to be complete.

Applicant Signature: Steve Knowlton Date: 12/16/21

Property Owner Signature: Nancy L Robinson Date: 12/16/21

For Town Use Only

Received from: _____ Date: _____

PAID IN FULL 1/10/22

Received the sum of \$ _____ as: ☐ Check No. _____ ☐ Cash ☐ Credit Card

By: _____ For: _____

Tentative Meeting Date/s - DRB: _____ P&Z: _____

**Ideas-A-Plenty, LLC
446 Clark Street
PO Box 1045
Jerome, AZ 86331**

December 20, 2021

Town of Jerome:
Planning & Zoning Commission
Design Review Board
Town Council

Now a 14-ft
container



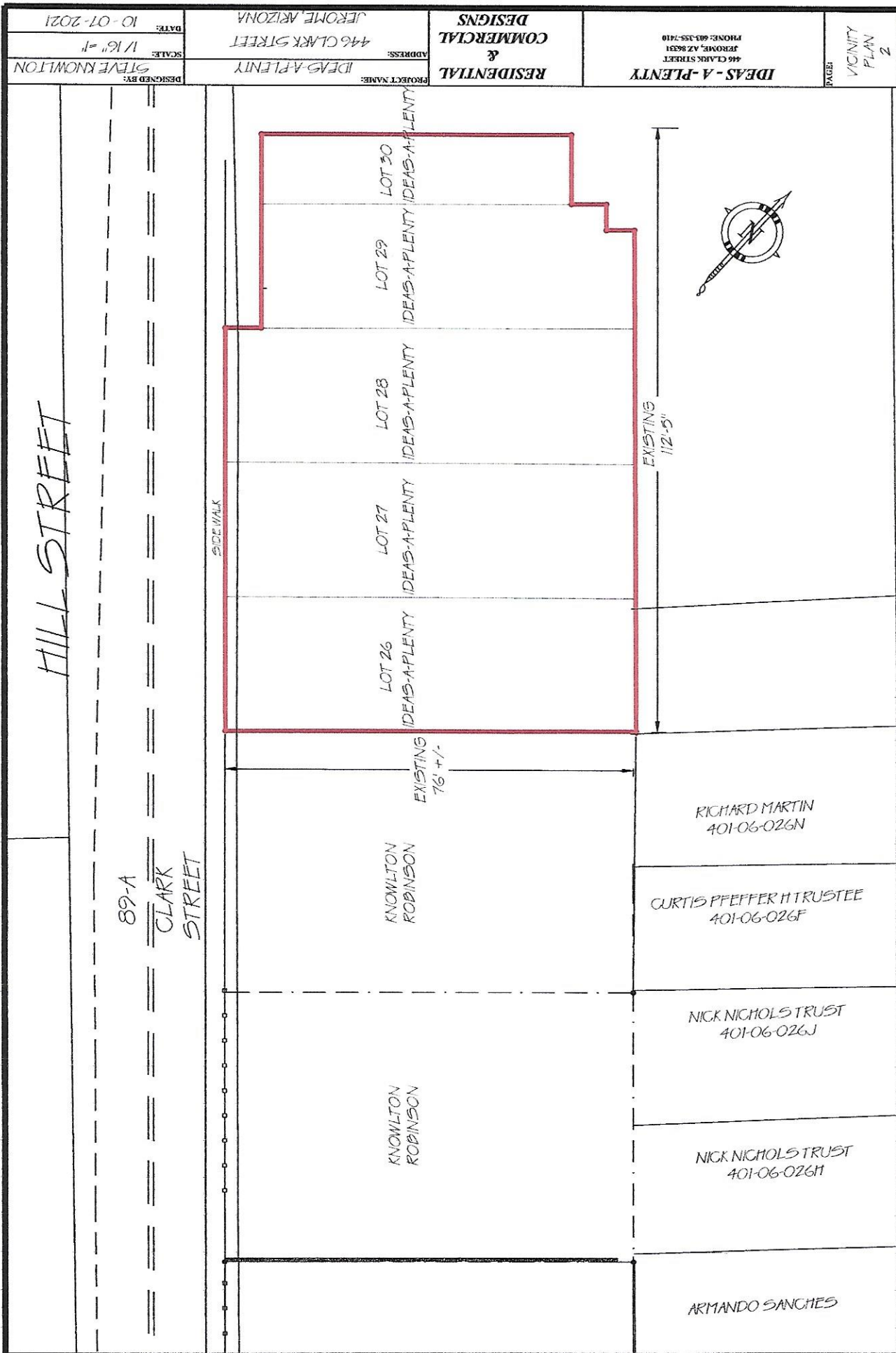
We would like to acquire your approval to place an 8' x 8' x 20' Conex as a temporary structure for material and tool storage during the construction/renovation of 446 Clark Street.

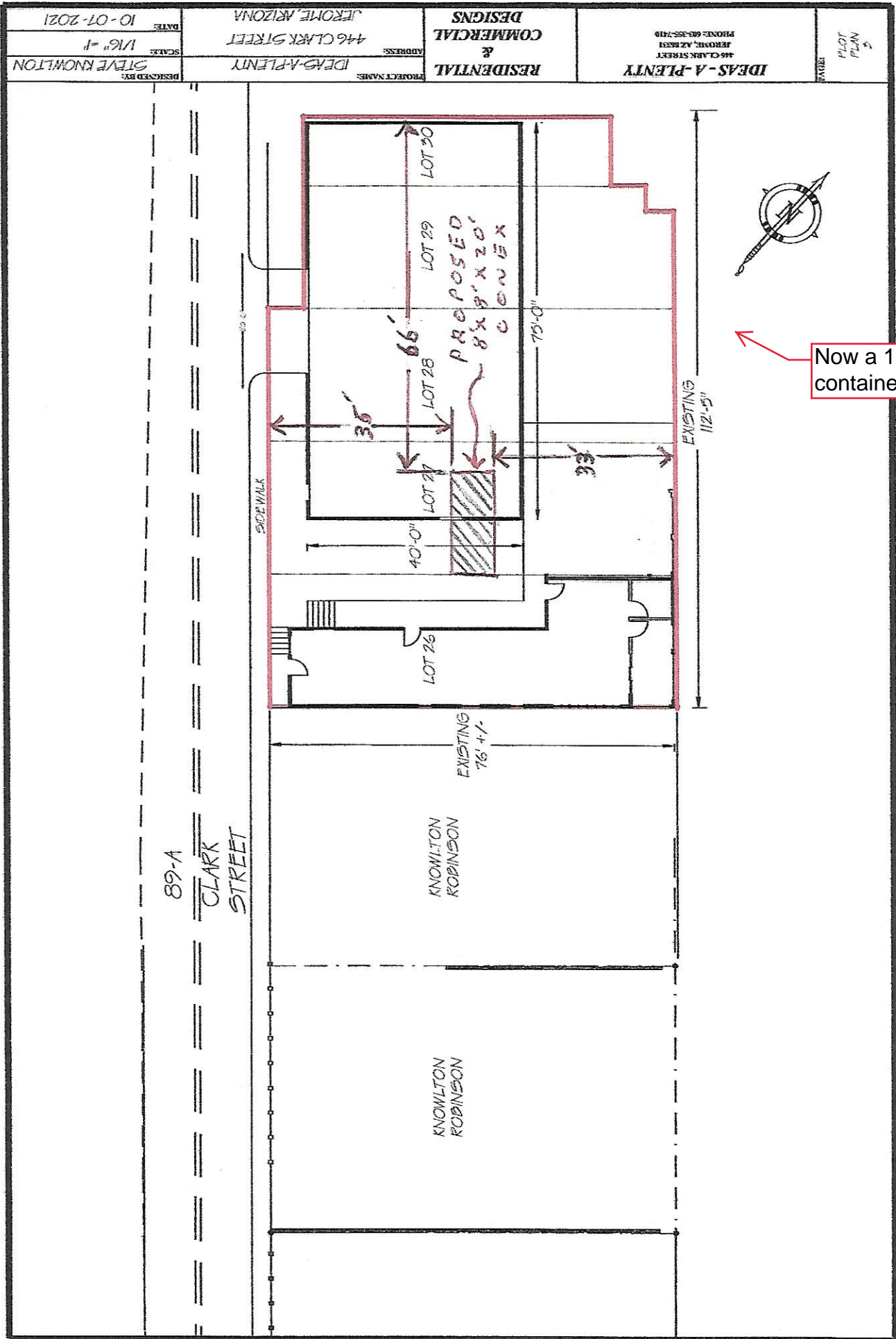
We are also very aware of the visual effect to the surrounding neighbors and therefore the Conex will be placed such that it should not be noticeable from Clark Street and minimal visibility from Main Street. That which is visible will be painted to blend into the natural surroundings or as recommended by you.

It is understood that this temporary structure will have to be removed before a final Certificate of Occupancy is granted for 446 Clark Street.

Respectfully submitted,

Steve Knowlton
Ideas-A-Plenty, LLC





SEE DESIGN OF 14-FT CONTAINER ON
NEXT TWO PAGES (THIS WAS THE
ORIGINAL CHOICE)









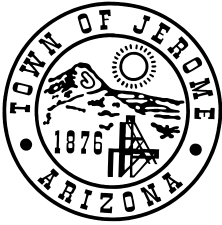
View from Main Street



Clark St looking north



Clark St looking south



TOWN OF JEROME

Post Office Box 335, Jerome, Arizona 86331
(928) 634-7943

P&Z Resolution 2022-03 **Recommending approval of a CUP for a shipping container**

Whereas the Town of Jerome has received an application from Steve Knowlton for a conditional use permit to allow a temporary shipping container in the C-1 zone at 446 Clark Street (APN 401-06-032);

Whereas a shipping container is not specifically listed as a permitted or conditional use in the Jerome Zoning Ordinance;

Whereas the applicant has requested that shipping containers be determined to be similar in nature to a temporary building "for uses incidental to construction work, which buildings shall be removed upon completion of or abandonment of the construction work," which *are* permitted in residential zones per the Jerome Zoning Ordinance and which would therefore be a conditional use in the C-1 District; and

Whereas the Jerome Design Review Board shall review this application at their February 7, 2022 meeting; and

Whereas the Planning and Zoning Commission finds that the temporary building applied for will not be detrimental to the public health, safety, peace, convenience, comfort, and general welfare of persons residing or working in the neighborhood of such proposed use or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the Town;

Whereas the Planning and Zoning Commission has designated conditions in connection with the use permit that it deems necessary to secure the intent and purposes of the Jerome Zoning Ordinance and may require guarantees and evidence that such conditions are being or will be complied with.

Now, therefore be it resolved that the Planning and Zoning Commission of the Town of Jerome, Arizona, recommends approval of this Conditional Use Permit by the Town Council, subject to the following conditions:

1. **Certificate of Occupancy** – The applicant shall receive the Certificate of Occupancy from the town building inspector once the construction project is completed and only after the shipping container is removed from the property.
2. **Visual compatibility** – The applicant shall present his application to the Jerome Design Review Board for approval and comply with any requirements deemed necessary to make the shipping container visually compatible with the surrounding area.
3. **Review** - The Planning and Zoning Commission shall review the CUP approximately six (6) months from the opening date of the business. The review shall address any complaints or concerns and compliance with existing conditions of approval. New conditions may be added if necessary to mitigate any new issues that have arisen.

WATER FLOWS REPORT

Reading Date		WALNUT GPM	VERDE GPM
2021	04-Jan	82.6	191
	11-Jan	No reading	188
	19-Jan	No reading	180
	2-Feb	No reading	198
	8-Feb	77	192
	16-Feb	77	194
	22-Feb	77	188
	1-Mar	77	185
	8-Mar	77	188
	15-Mar	77	190
	22-Mar	77	104
	29-Mar	77	104
	6-Apr	77	109
	12-Apr	82	102
	19-Apr	77	180
	26-Apr	71	194
	7-May	77	196
	11-May	77	190
	17-May	66	193
	24-May	71	189
	1-June	66	182
	8-June	60	250
	15-June	57	248
	21-June	57	242
	28-June	57	244
	6-July	52	248
	12-July	57	240
	14-July	48	243
	19-July	52	180
	28-July	83	177
	2-Aug	101	108
	11-Aug	77	175
	16-Aug	172	180
	23-Aug	72	175
	30-Aug	66	170
	8-Sept	61	168
	13-Sept	57	170
	20-Sept	57	148
	27-Sept	61	162
	4-Oct	57	160
	11-Oct	61	162
	18-Oct	71	165
	25-Oct	71	160
	1-Nov	66	152
	8-Nov	61	159
	19-Nov	71	158
	22-Nov	71	155
	29-Nov	61	158
	6-Dec	66	155
	14-Dec	71	156
	20-Dec	71	144
	23-Dec	71	142
	27-Dec	71	144
2022	3-Jan	71	140
	18-Jan	68	145
	24-Jan	71	150
	31-Jan	77	141



JEROME POLICE DEPARTMENT

ALLEN L. MUMA, CHIEF
305 MAIN STREET
POST OFFICE BOX 335
JEROME, ARIZONA 86331
(928) 634-8992
FAX (928) 649-2776



February 2, 2022

TO: Honorable Mayor and Jerome Town Council

FROM: Allen Muma, Chief of Police

Attached please find the police activity reports for January 2022.

The January "Calls for Service" report contained no significant single incidents to report. Call volume for January was average.

The parking kiosks brought in \$20,817.90 (as well as cash in the approximate amount of \$822.00 at the PD) for the month of January 2021. In comparison to last year's revenue of \$13,259.95 for the same time period. Since July 1, 2021 to January 31, 2022 (our current budget cycle) they have brought in 173,732.95, while the same period the year before saw \$114,974.05.

There were 205 parking citations that were issued for the month of January. Parking kiosk maintenance continues to be a problem. We received new SIM cards to switch cellular carriers as a test on 2 kiosks with the most communications errors. This has not reduced the error rate. As I pointed out last report we have narrowed the problem down to a cellular data problem, with AT&T changes causing it. There is no movement from AT&T to reposition arrays. We have ordered new cellular modems to change carriers to Verizon; however, these modems are backordered, due in part to chip availability. We are on the priority list.

In my continued efforts to improve communications, I found that the Town's cellular services were not even under a government plan with Verizon. In working out the problems, I was able to switch to a government plan for the entire account which saves us \$139.00 monthly and has no data restrictions of choking and gives us priority. I continue to hash out the problem, which will leave us have to have two carriers for some devices in order to maintain data connections. But, I am getting somewhere.

I finally received final approval from ADOT on 12/1/2021, both speed signs are installed. The data is great!

I'm back to square one in my search for a replacement full-time officer.

The flashing caution lights have been added to the oversized truck warning signs, and at this point I see no difference. Actually, I have seen an increase in the last two weeks of oversized truck coming up to Jerome. It reinforces the fact that signage will only go so far to dissuade behavior.

Respectfully,

Allen L. Muma, Chief of Police



JEROME POLICE DEPARTMENT

305 MAIN STREET

JEROME, AZ 86331

(928) 634-8992

Date : 02/02/2022

Page : 1

Agency : JPD

Calls For Service Totals By Call Type

01/01/2022 to 01/31/2022

Call Type		Totals
459A	Burglar Alarm	2
476	Animal Control Problem	1
487	Theft	1
510	Speeder	1
692	DUI	1
903	Follow-Up	13
908F	Found Property	4
908L	Lost or Stolen Property	3
917	Abandoned Vehicle	1
961	Accident - No injuries	3
AA	Agency Assist	1
ACPD	Assist Clarkdale PD	10
AF	Assist Fire Department	2
AYCSO	Assist YCSO	5
BI	Background Investigation	1
CA	Citizen Assist	3
DIS	Disorderly Conduct	2
FW	Fireworks Related	1
HR	Hit & Run Accident	1
HS	Hazardous Situation	2
HSE	Hampshire Speed Enforcement	3
OT	Oversize Truck	8
PARK	Parking Complaint	1
PARKV	Parking Violation	1
PE	Parking Enforcement	18
PS	Civil Paper Service	2
REC	Reckless Driver	2
SC	Security Check	12
SLC	Street Light Check	2
SS	Suspicious Situation	2
TO	Traffic Offense	1
TRN	Training	3
Grand Total for all calls		113



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MINUTES

REGULAR MEETING OF THE JEROME TOWN COUNCIL

CONDUCTED VIA ZOOM

TUESDAY, JANUARY 11, 2022, AT 7:00 P.M.

ITEM #1: 7:07 (2:27)	CALL TO ORDER/ROLL CALL Mayor/Chairperson to call meeting to order. <i>Mayor Jack Dillenberg called the meeting to order at 7:07 p.m.</i> Town Clerk to call and record the roll. <i>Town Manager/Clerk Candace Gallagher called the roll. Present were Mayor Dillenberg, Vice Mayor Mandy Worth, and councilmembers Jane Moore, Alex Barber, and Sage Harvey. Also present were Town Attorney Bill Sims, Finance Manager Melanie Atkin, and Deputy Town Clerk Rosa Cays.</i>																																																																																				
ITEM #2: 7:08 (3:06)	FINANCIAL REPORTS Financial reports for December 2021 <i>Councilmember Harvey commended Ms. Atkin for her work on the financial reports.</i> <u>Motion to accept the December 2021 Financial Reports</u> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE		X	X				WORTH			X																																													
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ITEM #3: 7:09 (4:22)	STAFF AND COUNCIL REPORTS Reports by the Town Manager/Clerk, Deputy Town Clerk, Utilities Clerk, Accounting Clerk, Public Works Department, Building Inspector, Library, Municipal Court, Police Chief, Fire Chief, and Council members. <i>Ms. Gallagher read from her staff report. She added that there could be possible funding for the Lower Bell waterlines. She also accepted the resignation of Bob Gould, the newly hired zoning administrator, and has started the budget process.</i> <u>Motion to accept the December 2021 Staff Reports</u> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH		X	X																																													
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ITEM #4: 7:12 (7:08)	ZONING ADMINISTRATOR’S REPORT/PLANNING & ZONING AND DESIGN REVIEW BOARD MINUTES Minutes are provided for the information of Council and do not require action.																																																																																				
ITEM #5: 7:12 (7:30)	APPROVAL OF MINUTES December 7, 2021 (open and closed sessions); December 14, 2021 (open and closed sessions) <i>The closed session minutes were not available at the time of the meeting.</i> <u>Motion to accept the December 7, 2021 open-session minutes</u> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td></td><td></td><td></td><td></td><td></td><td>X</td></tr><tr><td>MOORE</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr></table> <u>Motion to accept the December 14, 2021 open-session minutes</u> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY						X	MOORE	X		X				WORTH		X	X				COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE		X	X				WORTH			X			
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ITEM #6: 7:14 (9:24)	PETITIONS FROM THE PUBLIC <i>There were no petitions from the public.</i>																																																																																				

ITEM #7:	ORDINANCES AND RESOLUTIONS																																										
7:14 (9:38)	<p>ITEM #7A: SECOND READING AND POSSIBLE ADOPTION – ORDINANCE NO. 477, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, APPROVING AN AMENDMENT TO THE ZONING MAP</p> <p>Council may conduct the second reading of, and may adopt, Ordinance No. 477.</p> <p>Mayor Dillenberg read Ordinance No. 477 in title only and opened the floor to the public.</p> <p>(10:25) Jerome property owner Cameron Sinclair said he and Bethany Halbreich have been working on the rezone for six months, then explained the reason for it. He said Phase 2 is an institutional project, as was the original structure on the lot, and that institutional use is included in the C-1 zone. Mr. Sinclair read the allowable uses from the ordinance and stated that the Phase 2 project would fall under philanthropic organizations. He said split-zone lots are troublesome for P&Z and that six to 12 of them exist in Jerome. Mr. Sinclair said about 35 percent of the lot would be converted from AR to C-1 and that the building footprint would change less than 300 square feet from AR to C-1. He said it is better for zoning administrators to deal with unified lots and that this project could help set guidelines for the town and Mr. Sims to deal with other split lots. Mr. Sinclair said the third reason for the rezone is that it would allow the necessary setbacks for them to build retaining walls to deal with subsidence. He said that although the rezone is not necessary for their project, that without the rezone, the responsibility of the subsidence would go to the adjacent property owner, which is the town of Jerome.</p> <p>The mayor invited Verde Exploration attorney Rob Pecharich to speak.</p> <p>(15:58) Mr. Pecharich thanked Mr. Sims for figuring out a solution to this: the town gets an expensive retaining wall built and Mr. Sinclair gets to upgrade his property, which would also benefit the town. He said if the town doesn't get this fixed, it could be liable for subsidence and roads no longer being maintained. Mr. Pecharich said this is more than fair to the town and that Verde Exploration supports Mr. Sinclair's proposal.</p> <p>Mr. Sims pointed out to the mayor that there was a blank in the ordinance that needs to be filled in. He explained what the ordinance would entail and said that a time must be agreed upon regarding when Mr. Sinclair must submit a building permit, which needs to be inserted in the ordinance. He said 36 months (three years) had been discussed. Mayor Dillenberg asked Mr. Sinclair if three years would be agreeable.</p> <p>(21:17) Mr. Sinclair clarified that the way the ordinance is written, it refers to applying for the building permit, not gaining the building permit. He explained the timeline and process and potential liability for the town in the future. Mr. Sinclair said 36 months for the <u>application</u> of the building permit was plausible.</p> <p>Mayor Dillenberg motioned to approve the ordinance with the insertion of 36 months. The vice mayor seconded the motion. The mayor then requested individual votes by roll call. Ms. Gallagher called the roll.</p> <p>Motion to adopt Ordinance No. 477 with insertion of 36 months to apply for a building permit</p> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td></td><td></td><td></td><td>X</td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td></td><td></td><td></td><td>X</td></tr><tr><td>WORTH</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG	X		X				HARVEY				X			MOORE						X	WORTH		X	X			
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7:29 (23:59)	<p>ITEM #7B: FIRST READING – ORDINANCE NO. 478, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 509, "SIGNS," OF THE JEROME ZONING ORDINANCE</p> <p>Council may conduct the first reading of Ordinance No. 478.</p> <p>Mayor Dillenberg conducted the first reading of the ordinance in title only.</p> <p>Ms. Gallagher reminded Council that the ordinance came from P&Z with changes, went back to P&Z with Council changes, and was now back with those changes agreed upon. She explained that this was the first reading of the ordinance and that the next item was the resolution for Council to vote on.</p> <p>Ms. Harvey had several questions and comments regarding definitions, dimensions, and setbacks.</p> <p>Ms. Gallagher asked Mr. Sims if these changes could be made at the second reading or if they would have to go back to P&Z. Mr. Sims confirmed that the changes could be made at the second reading.</p> <p>Discussion ensued about Ms. Harvey's comments. Ms. Gallagher noted the suggested changes.</p>																																										
7:38 (32:30)	<p>ITEM #7C: RESOLUTION NO. 631, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED " PROPOSED CHANGES TO THE SIGN ORDINANCE – JANUARY 11, 2022"</p> <p>Council may adopt Resolution 631.</p> <p>Motion to adopt Resolution No. 631 as amended</p> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE		X	X				WORTH			X			
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7:38 (33:36)

ITEM #7D: RESOLUTION NO. 632, A RESOLUTION OF THE TOWN COUNCIL OF TOWN OF JEROME, ARIZONA ADOPTING A PSPRS PENSION FUNDING POLICY

Council may adopt Resolution No. 632.

Ms. Gallagher said this was required each year and explained the purpose of the resolution.

Motion to adopt Resolution No. 632

COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
BARBER			X			
DILLENBERG			X			
HARVEY	X		X			
MOORE		X	X			
WORTH			X			

7:39 (34:54)

ITEM #7E: FIRST READING - ORDINANCE NO. 479, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING SECTION 8-5, "TOUR BUSINESS CODE," OF THE JEROME TOWN CODE

Council may conduct the first reading of Ordinance No. 479.

Mayor Dillenberg conducted the first reading of the ordinance in title only.

Ms. Gallagher said the amendments were based on past discussions and explained what was being clarified or amended, including changing the language to exclude Highway 89A as prohibited for tours to traverse; prohibition of bright lights; and no tours after 10 p.m. She said the limitation of number of tour businesses could be decided at the second reading and that a recommendation regarding control of parking will be discussed then as well.

Councilmember Moore asked how bright lights would be defined. Mr. Sims said by lumens and that he would send examples. Ms. Moore said, according to someone who lives near the Catholic church, the tools used to find ghosts make a lot of noise. Ms. Gallagher offered to read the email from that person. Ms. Moore also asked about the limitation on the number of tour businesses and if this was regarding those located in Jerome. She also asked how many walking tours there were. Ms. Gallagher said one of the businesses does walking tours.

Ms. Harvey suggested limiting the number of tour businesses to three. Mr. Sims said the limitation must be justified, based on congestion or traffic, for instance, and documented. Ms. Harvey listed several examples of the congestion due to tours.

Vice Mayor Worth said before a number is decided on, she would like more concrete information to see if a precedence exists in Arizona and if there is a standard process for limiting types of businesses. She also suggested changing the language to say, "tours that begin and end in Jerome."

Ms. Moore said Jerome is unique and more affected by congestion on the streets due to the narrow streets and sidewalks. She said the tours just make it worse.

Ms. Gallagher read aloud the email from Erica Knitz regarding the noise from the tours.

(43:02) Tour business owner and Jerome resident Aeron Bailey stated that when his tours go to the Catholic church, their spirit boxes are muted. He also said he has removed 11 p.m. tours from his schedule and has purchased lanterns instead of flashlights. He said he has spoken to Chief Muma, who said he has received no complaints about Mr. Bailey's tours. Mr. Bailey requested that Council consider allowing tours on private property to end at 11 p.m. As for the cemetery, he asked how the town could block a right of way, especially before 10 p.m. He said the cars coming around the hairpin turn by North Drive had to be worse than one of his tour vans driving to the cemetery. Mr. Bailey pointed out that he has been coming to the council meetings and the other tour company owners have not, and that he wants to work with the town to come up with a mutually beneficial position.

Ms. Gallagher explained to the mayor that this was the first reading, and that Council could consider Mr. Bailey's suggestions. She asked Mr. Bailey if his tours on private property were indoors or outdoors. Mr. Bailey replied they are indoors at the high school auditorium.

Ms. Gallagher suggested changing the language to no outdoor tours after 11 p.m.

(47:17) Mr. Pecharich said Mr. Bailey and Verde Exploration do have a contract, and that Mr. Bailey has valid points and has been honorable in his dealings with Verde Exploration, with no complaints regarding his operations. He noted that the Council's concerns seem aimed at the other tour businesses and that there needs to be rational basis for this type of ordinance, especially if tour businesses will be restricted from using public streets. Mr. Pecharich asked how minivans on residential streets are different from Mr. Bailey's tour vans. He expressed concern that this ordinance could damage a business that is working in good faith with the town.

Ms. Harvey would like to stay with the 10 p.m. shutdown in consideration of the residents.

Ms. Moore said in the town code, it has been stated for at least 15 years that commercial vehicles or businesses are not to use residential areas. She said residents deserve privacy and no congestion on residential streets. As for the cemetery and access through a residential area, she is not sure what the solution is for businesses having agreements that impinge on the restriction of commercial traffic on residential streets.

(51:18) Mr. Sinclair said he was unsure that the town could restrict tours on private property. He also posed questions about limiting the number of tour companies: How does the town put a process in place to remove or allow a business? How will the town oversee the process and what would the licensing process be? Mr. Sinclair said other tours come up the hill, including large coaches dropping off people at the fire station.

	<p>Vice Mayor Worth said she would rather allow locally-based businesses and restrict outside tours and agreed that a clear process is needed to regulate this. She also mentioned that she has been at the old high school for 17 years in one way or another and has had no issues with Mr. Bailey's tours.</p> <p>(58:57) Jerome resident Lacey Ritter said bars are open till 2 a.m. and are a great disturbance. She said it seems unfair to limit tours because of noise if bars are open till 2 a.m.</p> <p>(59:59) Jerome property owner Jera Peterson said that since tour vans have stopped coming down North Drive, it has been peaceful on her street.</p> <p>(1:00:42) Mr. Bailey said he appreciated the support from the vice mayor and Ms. Ritter. He said he could understand wanting peace to sleep, then mentioned that he lives in the UVX Apartments and can hear Ms. Harvey and her friends talking at Paul and Jerry's past midnight. He agreed that clear regulation is needed. He suggested restricting outside tour companies that are not paying taxes to Jerome like he is. Mr. Bailey said there needs to be a compromise.</p> <p>Ms. Gallagher said she will work on this and could use help from a councilmember. Mr. Sims suggested an executive session to discuss this further.</p> <p>Ms. Moore said the amendments did not need much revising in her estimation. She said the bars stay where they are and do not tour around and that it seems reasonable to her to allow inside tours after 10 p.m. The limitation on the number of tour businesses is what Council needs to discuss further.</p> <p>(1:05:53) Mr. Bailey asked if the Council still wanted to ban tour vans from North Drive and reiterated that he has an agreement with UVX to access the cemetery. Ms. Harvey said North Drive is a residential street and that it is already in the ordinance that tour businesses are not allowed in residential areas. Mr. Bailey started to say that this restricted businesses from doing business when Ms. Harvey interrupted him and said it was already in the ordinance. Mr. Sims quickly suggested Council discuss this at an executive session.</p> <p>Vice Mayor Worth recommended a special executive session and to not wait for the next regular meeting.</p>																																										
8:13 (1:08:42)	<p>ITEM #7F: FIRST READING – ORDINANCE NO. 480, AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF JEROME, YAVAPAI COUNTY, ARIZONA, AMENDING THE JEROME TOWN CODE BY THE ADDITION OF NEW ARTICLE 8-7, "SHORT-TERM RENTAL REGULATION"</p> <p>Council may conduct the first reading of Ordinance No. 480.</p> <p>Mayor Dillenberg conducted the first reading of the ordinance in title only.</p> <p>Ms. Gallagher said this ordinance has a resolution tied to it and that it essentially mirrors what Sedona and Scottsdale have done. She asked Mr. Sims to explain further.</p> <p>Mr. Sims said that vacation rentals have been an issue for Jerome for five or six years, ever since the town first attempted to effectuate an ordinance restricting them and the Goldwater Institute threatened the town with a lawsuit. He said other jurisdictions have tried to legislate around this and that Sedona has managed to work around the state statute with "significant teeth." Mr. Sims said Scottsdale has modeled their ordinance after Sedona's and now Scottsdale's state-shared revenues are at risk. He said Jerome gets almost \$300k in sales tax revenues that could be taken away if Jerome is sued. Mr. Sims said this is one of four tools Jerome has, and that residents have suggested others. He said Jerome can adopt the ordinance and team up with other jurisdictions, as there is power in numbers.</p> <p>Vice Mayor Worth said she does not want to back down on this issue and that people who are fighting this are not easy to argue with. She said it is not what Jerome's residents want but we are limited in this political climate for now. The vice mayor said they would be running a risk but that the town can also be part of a leadership team and be an example for other towns.</p> <p>(1:14:16) Property owner Doajo Hicks introduced himself and said he had just closed on his property in Jerome. He said he had learned of the ordinance and has concerns, as he is spending a significant amount of money to open a business and rent a seasonal apartment when he is not staying there. He said this several times and mentioned the new property owner next to him, a wealthy person from Phoenix, would also have concerns about the ordinance. Mr. Hicks said he was aware that this is a concern for residents and that affordable housing is an issue. Mayor Dillenberg thanked Mr. Hicks for his input.</p> <p>(1:16:34) Ms. Peterson said the town needs to limit this however possible. She suggested raising parking to \$5.</p> <p>Ms. Moore said, "Homes are not hotels." She said she has no problem with B&Bs in the commercial zone and that residential neighborhoods are no place for hotels.</p> <p>Mayor Dillenberg reread the ordinance in title only.</p>																																										
8:22 (1:17:34)	<p>ITEM #7G: RESOLUTION NO. 633, A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JEROME, ARIZONA, DECLARING AS A PUBLIC RECORD THAT CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "ARTICLE 8-7, JEROME TOWN CODE, SHORT-TERM RENTAL REGULATION"</p> <p>Council may adopt Resolution No. 633.</p> <p><u>Motion to adopt Resolution 633</u></p> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY	X		X				MOORE		X	X				WORTH			X			
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	(1:19:21) Council took a short break at 8:24 and returned at 8:32.
ITEM #8:	UNFINISHED BUSINESS
8:32 (1:20:03)	<p>ITEM #8A: PUBLIC HEARING CONTINUED: WATER AND SEWER RATES, FEES AND CHARGES</p> <p>Council will continue a public hearing which commenced on September 14, 2021 regarding possible changes to water and sewer rates, fees and charges. The hearing was continued specifically with respect to a possible line maintenance charge. Following the hearing, Council may discuss the line maintenance charge and direct staff in that regard.</p> <p>Ms. Gallagher had prepared two scenarios for line maintenance charges which were included in the meeting packets. Ms. Moore said she considered these to be reasonable proposals for a line maintenance charge.</p> <p>Ms. Gallagher explained the next steps are to give direction to staff, continue the public hearing, open it to the public for comments, then continue or close the hearing.</p> <p>Ms. Harvey had a question about information in the summary regarding “where water enters Jerome.” Ms. Gallagher shared a map onscreen and explained where the water flows into town. She said the measurements are Fire Chief Rusty Blair’s estimates using a mapping scale and that he had proposed the graduated charge as reflected in the second scenario. A brief discussion ensued about distances in and outside of town limits.</p> <p>Ms. Harvey suggested that the base distance at zero charge should be 5500 feet, not 6500 feet.</p> <p>Ms. Barber made the observation that the rate will not affect many utility accounts. Ms. Gallagher confirmed this and said it was really the longer lines that are a problem for maintenance. Ms. Barber said Scenario 2 seemed to better address the reason for establishing the maintenance charge.</p> <p>Vice Mayor said she would like applied numbers to see what the charges would be but supported the concept and would like to pursue available funding for out-of-town infrastructure improvements. Ms. Gallagher clarified that this is monies charged for line maintenance. Vice Mayor Worth said she wants to be fair to consumers and cover costs.</p> <p>Mayor Dillenberg said the charges are not exorbitant. Ms. Gallagher said this will help cover the cost of maintenance. Council agreed on having Ms. Gallagher prepare a resolution using Scenario 2. The mayor then opened the hearing to the public. No comments were elicited. Mayor Dillenberg closed the hearing at 8:43 p.m.</p>
8:44 (1:31:53)	<p>ITEM #8B: HOTEL JEROME WINDOW REPLACEMENT</p> <p>Council will review quotes received for plate glass window replacement at the Hotel Jerome and may approve this work.</p> <p>Mayor Dillenberg commented on the expense of the window replacements but said he did not mind investing in something aesthetic and functional.</p> <p>Vice Mayor Worth said her understanding was the cost of large sheets of glass and the removal of the old glass are driving the cost. She deferred to Mack Brennan of Crested Construction who was in attendance.</p> <p>Ms. Harvey asked about the Central Glass estimate and the two quotes for types of framing.</p> <p>Mayor Dillenberg asked Mr. Brennan to explain the estimates and costs to replace the six windows.</p> <p>(1:34:36) Mr. Brennan explained the benefits of getting the windows framed in aluminum and said it would be less maintenance and longer lasting than wood framing. He said getting the glass out of the south side windows will be a challenge and that it is hard to predict what the job will entail until they start the work. Mr. Brennan then explained the quote, what his charge would be to repair and replace the wood around the windows, and that the quotes from the glass company are separate from his fees.</p> <p>Ms. Gallagher asked Mr. Brennan to clarify what the Central Glass quote included and what work he would do as part of the window replacements. He explained that they would take out the glass, he would fix the woodwork that framed it, then the glass company would put in the new glass. A brief discussion ensued about the other estimates.</p> <p>Mayor Dillenberg asked Mr. Brennan when he could submit more accurate estimates. Mr. Brennan said he would need to contact the glass companies, take a closer look at the work needed, and get current estimates. He said the prices have likely increased.</p> <p>Mayor Dillenberg said he wanted a firm commitment on the total price so the project could move forward. Mr. Brennan said the work would need to be done within 30 days of the estimate to get the quoted price.</p> <p>Ms. Gallagher said she would create an estimate form to submit to the glass companies so that the quotes would be comparable. Mr. Brennan agreed to review the form.</p> <p>Ms. Moore asked if the new windows would have the same appearance as the old ones. Mr. Brennan said that the windows from Central Glass would be clad in metal, not wood, but that visually they would look close to the old windows. Ms. Moore said the project would need to go before the design review board if the appearance is going to be different.</p> <p>(1:42:37) Jerome resident Nancy Robinson said she and Steve Knowlton have done research and found that the Wright Brothers Glassworks in Anthem, Arizona, is a source for other glass companies, so the town could go straight to them and save money on the glass and have them deliver the glass to Jerome.</p> <p>Mayor Dillenberg directed staff to contact Wright Brothers Glassworks.</p>

8:56 (1:43:50)	<p>ITEM #8C: WATERLINE IMPROVEMENTS AND HYDRANT INSTALLATION</p> <p>Council will review bids received for waterline improvements and hydrant installation on Dundee, Deception and Holly (to be funded by a CDBG grant), and Council’s options for moving forward with these projects.</p> <p>Ms. Gallagher updated Council on the status of the projects and said the bids came in much higher than the available funding. She said NACOG and the town engineer are scaling the project back and sending it out for bid again. Ms. Gallagher said that Dundee was the previously stated priority and that she will keep everyone posted.</p>																																										
8:57 (1:45:06)	<p>ITEM #8D: COVID-19</p> <p>Council will discuss COVID protocols in light of the most recent data.</p> <p>The mayor and vice mayor agreed that the status quo should remain in place and to review again in February.</p>																																										
ITEM #9:	<p>NEW BUSINESS</p>																																										
8:58 (1:45:49)	<p>ITEM #9A: STREET LIGHT AT 5TH AND VERDE</p> <p>Council will discuss options for replacement of a streetlight at 5th and Verde which is no longer functioning.</p> <p>Mayor Dillenberg asked for input from the councilmembers.</p> <p>Vice Mayor Worth said she relies on the streetlights on Center and would be curious to know what residents think. She said there is also new construction in that area.</p> <p>Ms. Harvey said it would be wise to take a neighborhood survey or hold a meeting to see what the residents would like to do who own property in that area.</p> <p>Ms. Gallagher said she could send out a letter. She said if the light is replaced, it will be a brighter, LED light, not a twinkly, historic one.</p> <p>Ms. Moore suggested looking for replacements for old streetlights online.</p> <p>Vice Mayor Worth mentioned that in the last two years, many changes have happened to the residency in that area.</p> <p>Ms. Gallagher said she could send out a mailing. If the residents want the light replaced, she will search for options.</p>																																										
9:01 (1:49:40)	<p>ITEM #9B: PROCLAMATION: HUMAN TRAFFICKING AWARENESS MONTH</p> <p>Council may approve a proclamation declaring January 2022 as Human Trafficking Awareness Month.</p> <p>Ms. Gallagher read aloud the proclamation in full.</p> <p><u>Motion to approve proclamation declaring January 2022 as Human Trafficking Awareness Month</u></p> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER			X				DILLENBERG			X				HARVEY		X	X				MOORE			X				WORTH	X		X			
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9:04 (1:52:45)	<p>ITEM #9C: ROAD SIGNAGE</p> <p>Council will discuss the need for signage on certain town roads and may direct staff in this regard.</p> <p>Ms. Gallagher said she discussed signage with Chief Muma, who also talked with Jerome resident Margie Hardie. Ms. Hardie had requested RESIDENTS ONLY signage. The Chief said that this would not be effective and suggested putting a sign on School Street directing drivers to 89A.</p> <p>Ms. Harvey said GPS is a problem because it directs drivers to Second Street.</p> <p>(1:54z:53) Jerome resident Lacy Ritter said the RESIDENTIAL ONLY signs on School Street are set too far onto School Street and that drivers can’t even read them until they’re already on the one-way road. She asked if they could be moved closer to the Y on the road so drivers can avoid School Street before it’s too late. Mayor Dillenberg said they would run this idea by Chief Muma.</p> <p>Vice Mayor Worth said she does not like the damage to the cobblestone streets and safety is a concern. She said even locals speed down Center.</p> <p>Ms. Moore said ATVs looking for Allen Springs Road keep going onto private driveways past the Gulch crossing near the old fire station. She suggested a sign by the crossing letting drivers know that it is a dead end. Ms. Moore said it is a challenge because it is a public road that dead ends onto private property. Ms. Gallagher said she would talk to Chief Muma. Ms. Moore suggested either NO THRU TRAFFIC or DEAD-END signs.</p>																																										
ITEM #10: 9:12 (1:59:57)	<p>TO AND FROM THE COUNCIL</p> <p>Council may direct staff regarding items to be placed on a future agenda.</p> <p>Vice Mayor Worth said she was going to Michigan and would be available via email, phone, or video. She said she has received a request from the Lion’s Club to see if Jerome would want to run a vision clinic in town. She explained what the clinic would offer to residents. The vice mayor also requested a legislative update from the League and that the out-of-date building code be on the next agenda.</p> <p>Ms. Moore requested a walk-through of the Hotel Jerome to talk about moving construction along on the level above the artists’ co-op. She said she would like building inspector Barry Wolstencroft to join.</p> <p>Ms. Moore suggested talking to the Jerome Historical Society about making a trade to consolidate the parking area. She also talked to cemetery volunteer Dave Garner about the goats at the old cemetery. She said it is more involved than letting goats run loose on the property and plans to go down there and look at the property with Mr. Garner.</p>																																										

	<p>Mayor Dillenberg said he wants to see the Hotel Jerome project continued and more quickly. Ms. Gallagher said lead abatement at the Hotel Jerome has recently been completed, which needed to take place before other work could be done.</p> <p>Ms. Harvey brought up the removed portajohns and said there has been quite a discussion online about it. Ms. Gallagher reminded her that at the November 9 council meeting, it was decided to remove two of the four johns immediately and the other two johns after the holidays, but Josh Epperson said the two remaining johns would be overused, so Ms. Gallagher decided to leave all of them in place until the first week of January. Mayor Dillenberg said he has been receiving complaints about the missing portajohns.</p> <p>Ms. Harvey asked about the timeline for public restrooms and said word needs to get out to residents and employees in that area that the public restrooms at the artists' co-op have reopened. She suggested this be posted at the post office.</p> <p>Ms. Gallagher said the planned public restrooms will go before P&Z next week and that they should be ready by summer.</p> <p>Discussion ensued about the public restrooms and reinstalling the portajohns. It was made clear that the number of available public restrooms is the same as it was before the pandemic.</p>																																										
ITEM #11:	<div>ADJOURNMENT</div> <div>Motion to adjourn at 9:22 p.m.</div> <table><tr><th>COUNCILMEMBER</th><th>MOTION</th><th>SECOND</th><th>AYE</th><th>NAY</th><th>ABSENT</th><th>ABSTAIN</th></tr><tr><td>BARBER</td><td></td><td>X</td><td>X</td><td></td><td></td><td></td></tr><tr><td>DILLENBERG</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>HARVEY</td><td>X</td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>MOORE</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr><tr><td>WORTH</td><td></td><td></td><td>X</td><td></td><td></td><td></td></tr></table>	COUNCILMEMBER	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN	BARBER		X	X				DILLENBERG			X				HARVEY	X		X				MOORE			X				WORTH			X			
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APPROVE:

ATTEST:

 Dr. Jack Dillenberg, Mayor

 Candace B. Gallagher, CMC, Town Manager/Clerk

Date: _____